CHECKOUT LAUNCH CONTROL SYSTEM (CLCS) BUSINESS RECORDS

PROCESS	BUSINESS RECORD TITLE	RESPONSIBLE FOR COMPLETION	FILE LOCATION (Office No.)	RETENTION PERIOD	ARCHIVE LOCATION	ARCHIVE PERIOD
Application Software Development KDP-P-1167-BASIC	Integrated Product Team (IPT) Charter	Application Process Team (APT)	Electronic Media (EM)/Razor	End of Project	EM/Razor	End of Project
	Task Description Sheets	DP-PCO/Planning and Analysis Lead	Original and EM/PCC Rm 3084H	End of Project	Original and EM/PCC Rm 3084H	End of Project
	Functional Requirement Document	IPT	EM/Razor	End of Project	EM/Razor	End of Project
	Software Design Specification	IPT	EM/Razor	End of Project	EM/Razor	End of Project
	Test Plan	IPT	EM/Razor	End of Project	EM/Razor	End of Project
	Software Issue	IPT	EM/Razor	End of Project	EM/Razor	End of Project
	Formal Software Issue	IPT	EM/PRACA	End of Project	EM/PRACA	End of Project

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